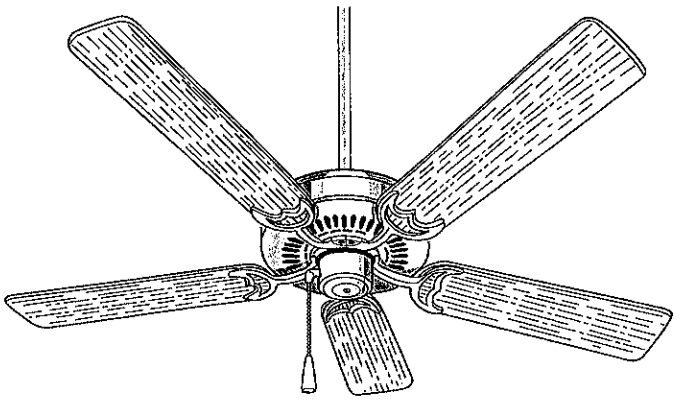
READ AND SAVE THESE INSTRUCTIONS



52" Ceiling Fan
Owner's Manual

Net Weight: 18.7 Lbs.

ENERGY STAR

Part No. F40BP73360000

Form No. BP7336
U.L. Model No.: CF654

⚠ WARNING

WARNING: To avoid fire, shock, and serious personal injury, follow these instructions.

Safety Instructions

1. Read your owner's manual carefully and keep it for future reference.
2. Before servicing or cleaning unit, switch power off at service panel and lock service panel disconnecting means to prevent power from being switched on accidentally. When the service disconnecting means cannot be locked, securely fasten a warning device, such as a tag, to the service panel.
3. Be careful of the fan and blades when cleaning, painting, or working near the fan. Always turn off the power to the ceiling fan before servicing.
4. Do not put anything into the fan blades while they are turning.
5. Do not operate reversing switch until fan blades have come to a complete stop.

Additional Safety Instructions for Installation

1. To avoid possible shock, be sure electricity is turned off at the fuse box before wiring, and do not operate fan without blades.
2. All wiring must be in accordance with the National Electrical Codes "ANSI/NFPA 70-1999" and Local Electrical Codes. Use the National Electrical Code if Local Codes do not exist. The ceiling fan must be grounded as a precaution against possible electrical shock. Electrical installation should be made or approved by a licensed electrician.
3. The outlet box and joist must be securely mounted and capable of reliably supporting at least 50 pounds. Use only U.L. outlet boxes listed as "Acceptable for Fan Support", and use the mounting screws provided with the outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.
4. The downrod furnished with the fan proves the minimum recommended floor to fan blade clearance for an 8 foot ceiling.
5. The fan must be mounted with the fan blades at least 7 feet from the floor to prevent accidental contact with the fan blades.
6. Follow the recommended instructions for the proper method of wiring your ceiling fan. If you do not know enough about electrical wiring, have your fan installed by a licensed electrician.

WARNING: To avoid fire, shock or injury, do not use an Emerson or any other brand of control not specifically approved for this fan.

WARNING: This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use this product by Emerson Electric Co. could result in personal injury or property damage.

WARNING: To reduce the risk of personal injury, do not bend the blade flange when installing the blade flanges, balancing the blades or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

NOTE: This product is suitable for use in wet locations when installed in a GFCI protected branch circuit.

DATE CODE: _____

The date code of this fan may be found on the box, stamped in ink on a white label.

You should record this data above and keep it in a safe place for future use.

THIS FAN IS SUITABLE FOR WET LOCATIONS SUCH AS PORCHES, PATIOS, AND DECKS.

This Manual is Designed to Make it as Easy as Possible for You to Assemble, Install, Operate and Maintain Your Ceiling Fan

Tools Needed for Assembly

One Phillips head screwdriver
One stepladder
One wire stripper
Three wire connectors (supplied).

MATERIALS

Wiring, electrical box and box connectors must be of type required by the local code. The minimum wiring would be a 3-conductor (2-wire with ground) of following sizes:

Installed Wire Length	Wire Size A.W.G.
Up to 50 ft.	14
50 - 100 ft.	12

⚠ WARNING

Before assembly your ceiling fan, refer to section on proper method of wiring your fan (page 7). If you feel you do not have enough wiring knowledge or experience, have your fan installed by a licensed electrician.

Unpacking Instructions

For your convenience, check-off boxes are provided next to each assembly step. As each step is completed, place a check mark in the box. This will insure that all steps have been completed and will be helpful in finding your place should you be interrupted.

⚠ WARNING

Do not install or use fan if any part is damaged or missing.

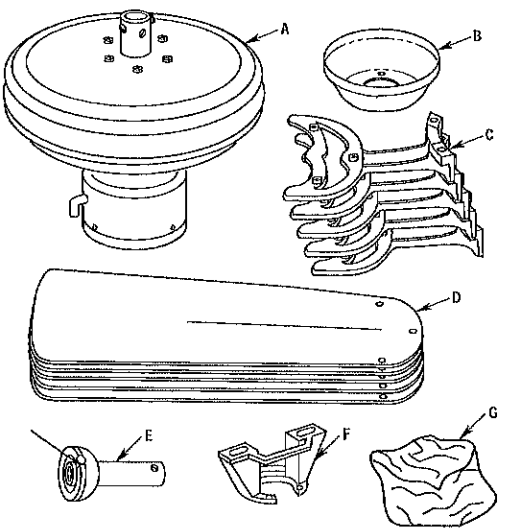
⚠ WARNING

This product is designed to use only those parts supplied with this product and/or any accessories designated specifically for use with this product by Emerson Electric Co. Substitution of parts or accessories not designated for use with this product by Emerson Electric Co. could result in personal injury or property damage.

Check to see that you have received the following parts:

A. Fan motor assembly
B. One ceiling cover
C. Five blade flanges
D. Five fan blades
E. One hanger ball/downrod assembly
F. One hanger bracket.
G. One loose parts bag containing:
   1. Sixteen M5 x 6 washer head blade screws
   2. One M6 x 14 flange screw with lockwasher
   3. One wood ball
   4. Three wire connectors
   5. One clevis pin
   6. One hairpin clip
   7. Two threaded studs
   8. Two lockwashers
   9. Two knurled knobs
   10. One chain coupling

NOTE: Place the parts from the loose parts bag in a small container to keep them from being lost.



U.L. Model No.: CF654

How to Put Your Ceiling Fan Together

☐ **1.** Remove the hanger ball by loosening the setscrew in the hanger ball until the ball falls freely down the downrod (Figure 1). Remove the pin from the downrod, then remove the hanger ball. Retain the pin and hanger ball for reinstallation in step 5.

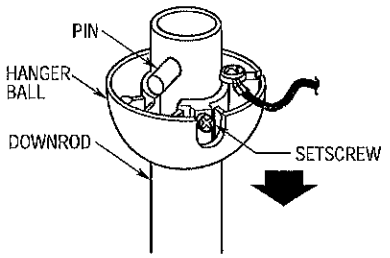


Figure 1

☐ **2.** Unscrew the two upper setscrews (Figure 2) until they clear the inside of the motor coupling. Then separate, untwist and unkink the three 80" motor leads. Route the motor lead wires through the downrod. Align the clevis pin holes in the downrod with the holes in the motor coupling. Install the clevis pin and secure with the hairpin clip (Figure 2). The clevis pin must go through the holes in the motor coupling and the holes in the downrod. Be sure to push the straight leg of the hairpin clip through the hole near the end of the clevis pin until the curved portion of the hairpin clip snaps around the clevis pin. The hairpin clip must be properly installed to prevent the clevis pin from working loose. Pull on the downrod to make sure the clevis pin is properly installed.

⚠ WARNING

It is critical that the clevis pin in the motor coupling is properly installed and the setscrews are securely tightened. Failure to verify that the pin and setscrews are properly installed (as shown in Figures 2 & 3) could result in the fan falling.

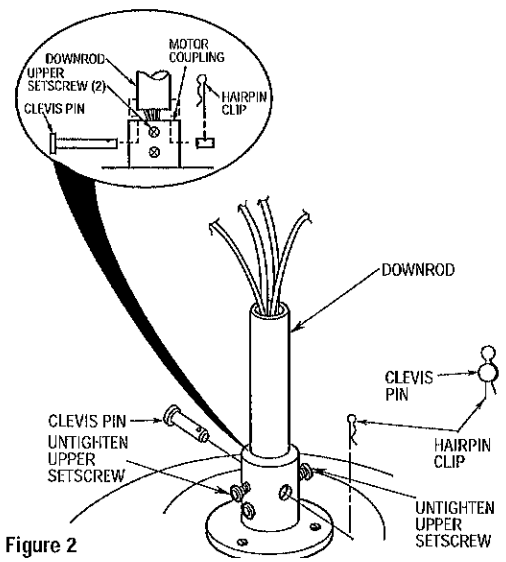


Figure 2

☐ **3.** Tighten the two upper setscrews (Figure 2) securely while pulling up on the downrod.

NOTE: The setscrews must be properly installed as described above, or fan wobble could result.

☐ **4.** Place the ceiling cover over the downrod, making sure that the large opening faces upward (Figure 3).

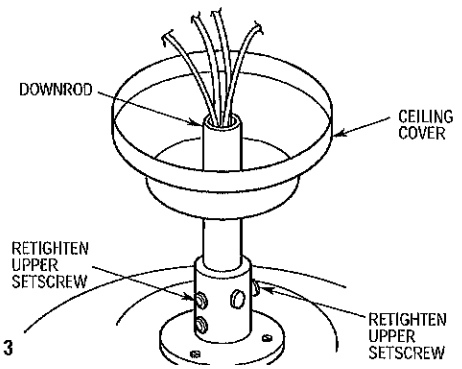


Figure 3

☐ **5.** Reinstall the hanger ball on the downrod as follows (Figure 4) . Route the three 80" motor leads through the hanger ball. Position the pin through the two holes in the downrod and align the hanger ball so the pin is captured in the groove in the top of the hanger ball. Pull the hanger ball up tight against the pin and securely tighten the setscrew in the hanger ball. A loose setscrew could create fan wobble.

⚠ WARNING

It is critical that the pin in the hanger ball is properly installed and the setscrew securely tightened. Failure to verify that the pin and setscrew are properly installed could result in the fan falling.

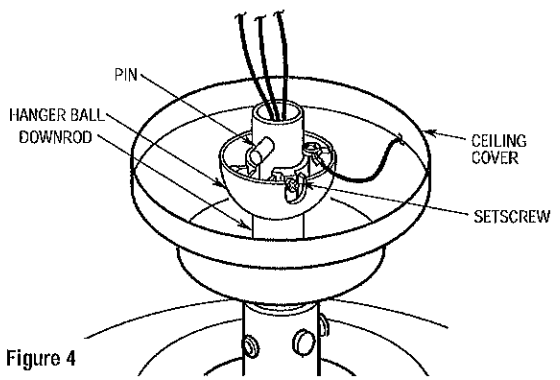


Figure 4

☐ **6.** The fan comes with blue, black and white leads that are 80-inches long. Before installing the fan, measure up approximately 6 to 9-inches above top of hanger ball/downrod assembly. Cut off excess leads and strip back insulation 1/2-inch from end of leads.

☐ 6. Turn fan assembly upside down in preparation for mounting fan blade assemblies.

IMPORTANT: THE SIDE OF THE FAN BLADE HAVING THE RIB LINE MUST BE FACING UPWARDS AS SHOWN IN FIGURE 5.

☐ 7. Mount blade flanges to fan blades using three M5 x 6 washer head screws per blade (Figure 5).

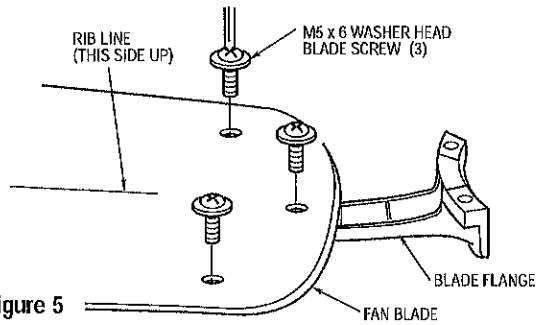


Figure 5

⚠ WARNING

To reduce the risk of personal injury, do not bend the blade flange when installing the blade flanges, balancing the blades or cleaning the fan. Do not insert foreign objects in between rotating fan blades.

NOTE: Remove and discard the five shipping spacers and screws from the motor hub.

☐ 8. Attach blade assembly to motor using two M6 x 14 flange screws with lockwasher preassembled in flange. Make sure the screws are tightened securely (Figure 6). Repeat this procedure for other four blade assemblies.

NOTE: Take care not to scratch fan housing when installing blades.

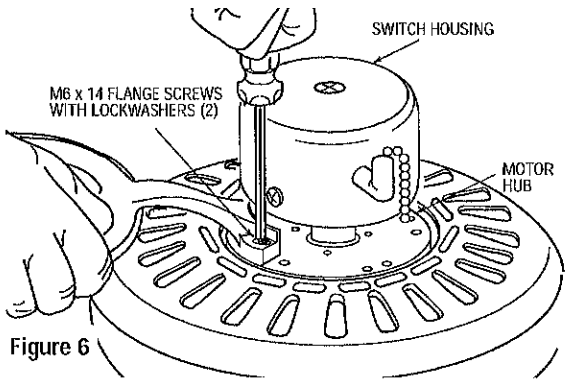


Figure 6

☐ 9. You have now completed the assembly of your new ceiling fan. You can now proceed with hanging and the electrical wiring of your fan.

Electrical Requirements

Your new ceiling fan will require a grounded electrical supply line of 120 volts AC, 60 Hz, 15 amp circuit.

The outlet box must be securely anchored and capable of withstanding a load of at least 50 pounds.

⚠ WARNING

To reduce the risk of fire, electric shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support", and use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

If your fan is to replace an existing ceiling light fixture, turn electricity off at the main fuse box at this time and remove the existing light fixture.

⚠ WARNING

Turning off wall switch is not sufficient. To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring. All wiring must be in accordance with National and Local codes and the ceiling fan must be properly grounded as a precaution against possible electrical shock.

⚠ WARNING

To avoid fire or shock, follow all wiring instructions carefully.

Any electrical work not described in these instructions should be done or approved by a licensed electrician.

How to Hang Your Ceiling Fan

⚠ WARNING

The fan must be hung with at least 7' of clearance from floor to blades (Figure 7).

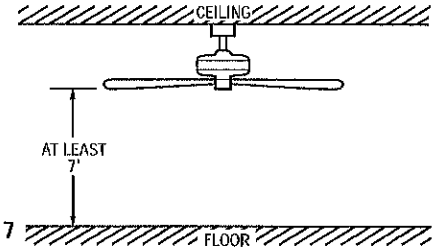


Figure 7

⚠ WARNING

The outlet box and joist must be securely mounted and capable of supporting at least 50 lbs. Use only a U.L. outlet box listed as "Acceptable for Fan Support".

⚠ WARNING

To reduce the risk of fire, electric shock, or personal injury, mount fan to outlet box marked "Acceptable for Fan Support", and use screws supplied with outlet box. Most outlet boxes commonly used for support of light fixtures are not acceptable for fan support and may need to be replaced. Consult a qualified electrician if in doubt.

☐ 1. Securely attach the hanger bracket to the outlet box using the two screws supplied with the outlet box (Figure 8).

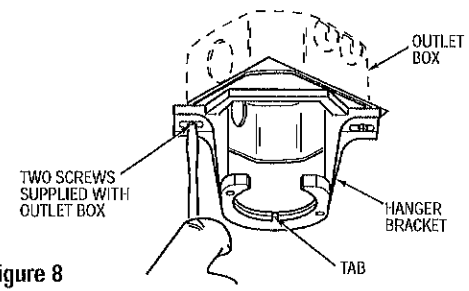


Figure 8

⚠ WARNING

Hanger bracket must seat firmly against outlet box. If the outlet box is recessed, remove wall board until bracket contacts box. If bracket and/or outlet box are not securely attached, the fan could wobble or fall.

☐ 2. Carefully lift the fan from the foam pad and seat the hanger ball/downrod assembly on the hanger bracket that was just attached to the outlet box (Figure 9). Be sure the groove in the ball engages with the tab on the hanger bracket (Figure 8).

⚠ WARNING

Failure to seat tab in groove could cause damage to electrical wires and possible shock or fire hazard.

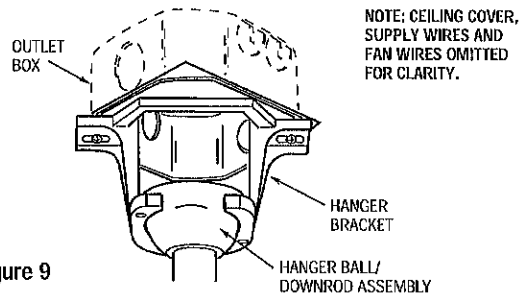

NOTE: CEILING COVER, SUPPLY WIRES AND FAN WIRES OMITTED FOR CLARITY.
OUTLET BOX
HANGER BRACKET
HANGER BALL/ DOWNROD ASSEMBLY

Figure 9

⚠ WARNING

To avoid possible fire or shock, do not pinch wires between the hanger ball/downrod assembly and hanger bracket.

How to Wire Your Ceiling Fan

If you feel that you do not have enough electrical wiring knowledge or experience, have your fan installed by a licensed electrician.

⚠ WARNING

To avoid possible electrical shock, be sure electricity is turned off at the main fuse box before wiring.
NOTE: If you are not sure if the outlet box is grounded, contact a licensed electrician for advice, as it must be grounded for safe operation.

☐ 1. Connect the green grounding lead from the hanger ball and the green grounding lead from the hanger bracket to the grounding conductor of supply (this may be a bare wire or wire with green colored insulation).

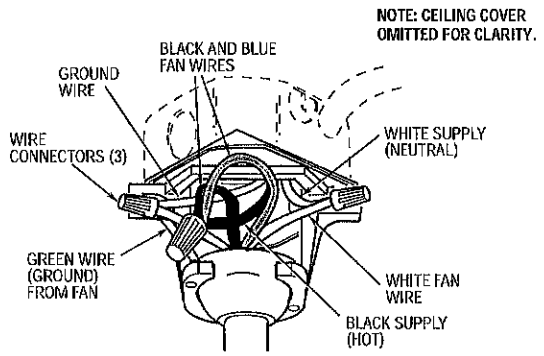


Figure 10

NOTE: If you are using an Emerson light fixture with your fan, remove the three screws securing the switch housing cover to the switch housing and remove the cover. Remove the screw plug from the bottom of the switch housing cover and install the light in accordance with the light kit Owner's Manual.

☐ 2. Connect the fan motor white wire to the supply white (neutral) wire using a wire connector (supplied) (Figure 10). Connect the fan motor black wire and blue wire to the supply black (hot) wire using a wire connector (supplied) (Figure 10). Your fan is now wired to be turned on and off from the fan switch. After connections have been made, turn leads upward and carefully push leads into the outlet box, with the white and green leads on one side of the outlet box and the black and blue leads on the other side of the outlet box.

⚠ WARNING

Check to see that all connections are tight, including ground, and that no bare wire is visible at the wire connectors, except for the ground wire. Do not operate fan until blades are in place. Noise and fan damage could result.

☐ 3. Screw the two threaded studs (supplied) into the tapped holes in the hanger bracket.

☐ 4. Lift the ceiling cover up to the threaded studs and turn until studs protrude through the holes in the ceiling cover (Figure 11).

☐ 5. Secure the ceiling cover in place by sliding lockwashers over the threaded studs and installing the two knurled knobs (supplied). (Figure 11). Tighten the knurled knobs securely until the ceiling cover fits snugly against the ceiling and the hole in the ceiling cover is clear of the downrod. Your fan is now wired to be turned on and off from the fan switch.

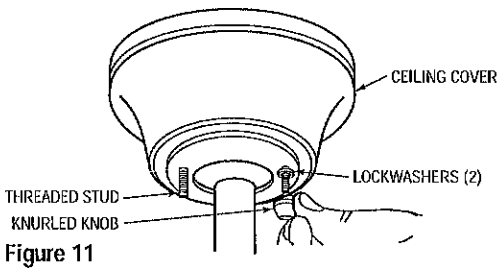


Figure 11

⚠ WARNING

To avoid possible fire or shock, make sure that the electrical wires are completely inside the outlet box and not pinched between the ceiling cover and the ceiling.

☐ 6. Cut the 3-speed switch pull chain to a desired length (optional). Connect the wood pendant (supplied) to the 3-speed switch pull chain by sliding the wooden pendant (small hole first) onto the pull chain. Attach the chain coupler to the end of the chain and allow the wooden pendant to fall down over the coupling.

Using Your Ceiling Fan

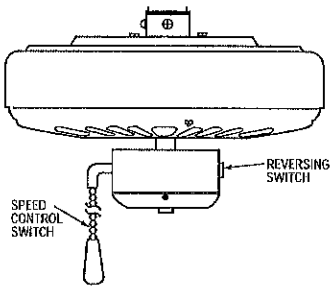
⚠ WARNING

To reduce the risk of fire or electrical shock, do not use this fan with any solid-state speed control device.

- ☐ **1.** Restore electrical power to the outlet box by turning the electricity on at the main fuse box.
- ☐ **2.** Check the operation of the fan by gently pulling on the pull chain switch.
- ☐ **3.** All fans are shipped from the factory with the reversing switch positioned "down" to circulate air downward.
- ☐ **4.** If airflow is desired in opposite direction, turn your fan OFF and wait for the blades to stop turning, then slide the reversing switch to the "up" position, and turn fan on again. The fan blades will turn in the opposite direction and reverse the airflow.

  Your fan model is equipped with a 4-position, 3-speed pull chain switch. The operating sequence is as follows:

Three-Speed
1st Pull—HIGH
2nd Pull—Medium
3rd Pull—Low
4th Pull—OFF



Reverse Switch Information

Season	Rotation Direction	Switch Position
Summer	Counter-Clockwise	Down
Winter	Clockwise	Up

NOTE: The reversing switch is covered by a soft vinyl rubber seal to prevent entry of water into the switch cup assembly.

Energy Efficient Use of Ceiling Fans

Ceiling fan performance and energy savings rely heavily on the proper installation and use of the ceiling fan. Here are a few tips to ensure quality and product performance.

Choosing the Appropriate Mounting Location. Ceiling fans should be installed, or mounted, in the middle of the room and at least 7 feet above the floor and 18 inches from the walls. If ceiling height allows, install the fan 8 - 9 feet above the floor for optimal airflow. Consult your Emerson Retailer for optional mounting accessories.

Using the Ceiling Fan Year Round. In the summer, use the ceiling fan in the counter-clockwise direction. The airflow produced by the ceiling fan creates a wind-chill effect, making you "feel" cooler. Select a fan speed that provides a comfortable breeze, lower speeds consume less energy. In the winter, reverse the motor and operate the ceiling fan at low speed in the clockwise direction. This produces a gentle updraft, which forces warm air near the ceiling down into the occupied space. Remember to adjust your thermostat when using your ceiling fan - additional energy and dollar savings could be realized with this simple step!

Turn Off When Not in the Room. Ceiling fans cool people, not rooms. If the room is unoccupied, turn off the ceiling fan to save energy.